

DR. ANJANA MARIYA D'SILVA

Email: anjumariya44@gmail.com

Phone: +91 8075225775

CAREER OBJECTIVE

Experienced medical scribe skilled in maintaining accurate medical records, ensuring compliance with regulations, and utilizing electronic health record systems. Committed to provide satisfactory healthcare and collaborating with healthcare professionals to meet quality standards. Seeking to work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

PROFESSIONAL EXPERIENCE

HEALTH OPERATIONS ASSOCIATE

Accenture Solutions Private Ltd, Chennai

17-11-2023 to Present

- Experienced with operating EPIC EHR.
- Documenting medical information and transferring the information to EHR.
- Maintaining the TAT and Quality of the work.

CLINICAL DOCUMENTATION SPECIALIST

Inventurus Knowledge Solutions Private Limited, Navi Mumbai

21-12-2022 to 15-11-2023

- Experienced in scribing and documenting medical information.
- Proficient in electronic health record EHR (Nextgen) and various medical software applications
- Demonstrate precise transcription and effective collaboration with healthcare professionals.
- Experienced with auditing charts notes to ensure the quality by adhering to documentation norms and physician preferences.

INTERNSHIP

Rajiv Gandhi Ayurveda Medical College and Hospital, Mahe

11-10-2021 to 10-10-2022

- Inspected all departments of Rajiv Gandhi Ayurveda Medical College, managing IP and OP cases under the supervision of senior doctors.
- Prepared treatment charts, periodically meeting patients and observing their improvements, and making reports.
- Demonstrated panchakarma procedure including vasti and jalaukavacharana.
- Completed one-month posting in the Gynaecology department at the government hospital, Mahe.

- Completed one-month surgery posting at the government hospital, Mahe.
- Participated in Health Mela 2022 conducted by GH Mahe on 21/4/2022.
- Attended one day of BLS training conducted by ANGELS International Foundation.

EDUCATIONAL QUALIFICATIONS

BACHELOR OF AYURVEDIC MEDICINE AND SURGERY

Rajiv Gandhi Ayurveda Medical College Mahe, Pondicherry University

2016-2022

- Graduated the degree with a First-Class degree.

HIGHER SECONDARY EXAMINATION

JNGHSS Mahe

2014-2016

- Graduated Higher Secondary with 85%

SSLC EXAMINATION

St Theresa Higher Secondary School, Chalakkara

2013-2013

- Graduated SSLC examination with 86%

CORE SKILLS

- Well versed with medical terminologies
- Communication
- Adaptability
- Multitasking
- Speed typing
- Active listening
- Critical thinker
- Problem solving
- Time management

DECLARATION

I hereby declare that the above-written particulars are true to the best of my knowledge and belief.

Date: 18-03-2024

Anjana Mariya D'silva

Place: Chennai